# Reviewing the PowerSchool CRDC Preview Report

Data for the CRDC in PowerSchool is specific to LEA, school and student information only and is not the complete OCR file submission. To review data which resides outside of PowerSchool and is included in the CRDC Survey, visit the NC DPI CRDC Documentation and Webinar page.

**Important:**        To understand and review the data in the PowerSchool CRDC Preview report, it is vital to download the federal LEA Form and School Forms.

## About the PowerSchool CRDC Preview Report

The CRDC is a report required by the Office of Civil Rights which contains indicator (Yes/No), counts, single answer questions, and student data aggregated by Race/Ethnicity, Sex and subgroup information. No Personally Identifiable Information (PII) is sent to the government.

When the report is generated at the LEA level, a user has 24 hours to approve the report before the Approve button disappears. Reviewing the data may take longer than a day. Once the review is complete, re-run the report a final time and click Approve.

Submission Reports exist at the LEA and School level. These data are the elements which will be extracted from PowerSchool from the LEA Office level report and transferred to the Federal Submission Tool on behalf of PSUs.

The LEA Level Submission reports are critical to NCDPI extracting data. The School level Submission reports allow LEA level users the ability to delegate review as needed. The School level report also provides the ability to drill to the student ID level if needed.

There are four Submission report views. If reviewing the CRDC Preview report at the School level, only data applicable to the school will be displayed.

- CRDC LEA Detail
- CRDC LEA Aggregate
- CRDC School Detail
- CRDC School Aggregate

Validation reports exist at the LEA and School level and differ depending on which level is being reviewed. These reports are not designed to flag errors or warnings in the submission reports. It is important to understand these views allow users a deeper dive into the data being reported if investigation is needed.

- LEA Level
    - CRDC School Setup Validation
    - CRDC School Last Run Date
- School Level
    - CRDC Student Detail – Admission and Withdraw
    - CRDC Student Detail – School Enrollment, Program Enrollment, Retention
    - CRDC Student Detail – Course Enrollment, Exams, Athletics
    - CRDC Student Detail – Discipline
    - CRDC Student Detail – Preschool Discipline
    - CRDC Class Detail by School

# Working with Federal Forms and CRDC Submission Views

To understand and review the data in the PowerSchool CRDC Preview report submission views, it is vital to download the federal LEA Form and School Forms.

The form links included in this document provide the full set of survey questions required of a PSU. Users can also download survey questions by module located at Communities 360 CRDC Resource Center.

## *Federal Survey Questions are Categorized by Modules*

Use the Federal CRDC documents to understand definitions and instructions for the data required for reporting.

The survey forms for the CRDC are grouped into modules in both the LEA and School level forms. Within each module is an instruction section which provides specific business rules and key definitions for the data collected.

Each PSU is required to submit data for both the LEA and School level forms.

The Table of Contents and module sections of these documents align with the report views in the PowerSchool CRDC Preview report.

Notice that **Category 1** reflects the Table of Contents of the Federal OCR LEA and School Level CRDC documents.

**Category 2** provides more detail based on Category 1.

## *More About Validation Views in the PowerSchool CRDC Preview Report*

Validation reports exist at the LEA and School level and differ depending on which level is being reviewed.  <u>These reports are not designed to flag errors or warnings in the Submission reports</u>. These views allow users a deeper dive into the data being reported if investigation is needed.

**The Errors/Warnings section of the CRDC <u>DOES NOT</u> Provide Errors and Warnings**
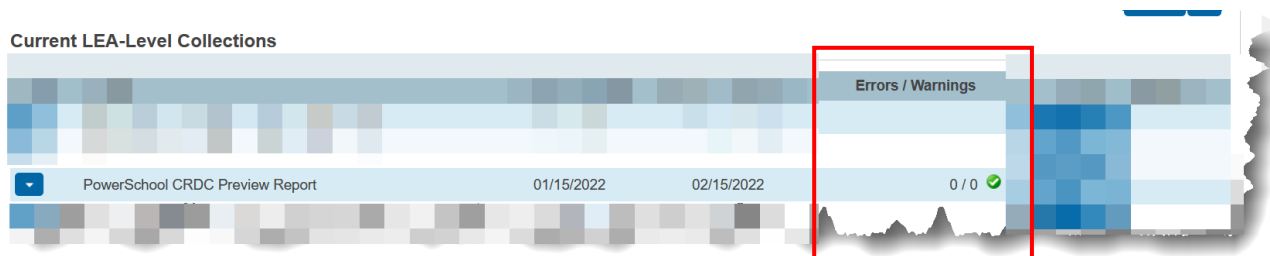


Two views exist at the LEA Office level and provide global information about the PSU regarding CRDC Setup.

### CRDC School Setup Validation

This view allows LEA Office level users the ability to see key setup information about each school for the CRDC in one report. These data drive what is captured when the report is run.  This view is a merge of elements from the Civil Rights Data Collection (CRDC), CRDC EDDIE Grade Levels and School Info screens.  Use this view to help determine if set selections are correct for each school.

Visit [Setting Up PowerSchool for the CRDC](#), located on the [NCDPI CRDC Documentation and Webinars](#) page for detailed instructions on how to update CRDC screens.

| # | School Name | LEA and School Number | Federal ID (NCES) | Excluded from CRDC? | Non-LEA Facility? | Years & Terms | Operational Status | Fiscal Year | Year ID | Grade Levels | Low Grade | High Grade |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | | | | 2021-2022 | | | | | | |
| 2 | | | | N | N | | Closed | 2019 | | | | |
| 3 | | | | N | N | 2021-2022 | Open | 2021 | 30 | PK:KG:01:02:03:04 | -1 | 4 |
| 4 | | | | N | N | 2021-2022 | Open | 2021 | 30 | 05:06:07:08 | 5 | 8 |
| 5 | | | | N | N | 2021-2022 | Open | 2021 | 30 | PK:KG:01:02:03:04 | -1 | 4 |
| 6 | | | | N | N | 2021-2022 | Open | 2021 | 30 | 05:06:07:08 | 5 | 8 |
| 7 | | | | N | N | 2021-2022 | Open | 2021 | 30 | PK:KG:01:02:03:04 | -1 | 4 |
| 8 | | | | N | N | 2021-2022 | Open | 2021 | 30 | KG:01:02:03:04 | 0 | 4 |
| 9 | | | | N | N | 2021-2022 | Open | 2021 | 30 | 09:10:11:12:XG | 9 | -9 |
| 10 | | | | N | N | 2021-2022 | Open | 2021 | 30 | 05:06:07:08 | 5 | 8 |
| 11 | | | | | | | | | | | | |
| 12 | | | | N | | 2...2 | Open | 2021 | 30 | P3:PK:KG:01:02:03:04 | -2 | 4 |

*Results — CRDC School Setup Validation (20 total records) — Results per page 25*

### CRDC School Last Run Date

This view allows LEA Office level users the ability to see when a School level report was last run and by whom.  This may be important if updates are made to the report before submission ends.  The LEA Office level report and School level reports are asynchronous.  Users at the School level will not see updates if the School level report is not re-run.

Six views exist at the School level to allow users the ability to drill into different types of data sets to understand how indicators and counts are derived. The most views are grouped by CRDC modules. Each of the Student Detail views display records by Student Name, Student UID, Sex, Age, Ethnicity, IDEA, Section 504, and EL Program. Additional indicators or counts for the student display based on the category of the validation report.

**CRDC Student Detail – Admission and Withdraw**

This view displays enrollment records for each student who attended the school during the collection year. Some students may have more than one record.

An example of when this view may be useful is trying to understand enrollment counts. Students who were not enrolled in the school on or before October 10 of the given collection year are not included in enrollment counts.

**CRDC Student Detail – School Enrollment, Program Enrollment, Retention**

This view displays a single record for each student who is being calculated in the overall enrollment of the CRDC collection. This view also displays which CRDC specific programs the student is counted for and any retention information the student may be reporting for the collection year.

CRDC Modules: SSPR, DSED PSCH, ENRL, PENR, RETN

**CRDC Student Detail – Course Enrollment, Exams, Athletics**

This view displays a single record for each student being calculated in the overall enrollment of the CRDC collection. If the student is being counted in CRDC specific courses, has SAT/ACT exams or is included in the PS Athletic module, the indicators can be found here.

The **Cross Enrolled** and **Cross Enrolled School** columns in this view indicate if a student is being counted in CRDC course enrollment for the given school. These columns are specific to the CRDC report and cannot be used to identify all cross enrolled students within the school. If students appear cross enrolled and should not, check to verify there are not overlapping dates in All Enrollments.

CRDC Modules: COUR, APIB, EXAM, ATHL

| School | Student | Student UID | Sex | Age | Grade | Ethnicity | IDEA | Section 504 | EL Program | Cross Enrolled | Cross Enrolled School | Enrolled Algebra I | Passed Algebra I |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | M | 15 | 10 | Black | Yes | No | No | No | | No | No |
| | | | M | 17 | 12 | White | No | No | Yes | No | | No | No |
| | | | M | 17 | 11 | White | No | No | No | Yes | 90368 | No | No |
| | | | F | 16 | 10 | Black | No | No | No | No | | No | No |
| | | | M | 17 | 11 | Hispanic | No | No | No | Yes | 90368 | No | No |
| | | | F | 17 | 12 | Black | No | No | No | No | | No | No |

**CRDC Student Detail – Discipline**

This view displays a single record for each student being calculated in the overall enrollment of the CRDC collection. If the student is being counted in school safety data, indicators and counts can be found within this view.

CRDC Modules:  DISC, ARRS, OFFN, HIBS, RSTR,

## CRDC Student Detail – Preschool Discipline

This view displays a single record for each Preschool student being calculated in the overall enrollment of the CRDC collection.  If the student has suspensions or expulsions, indicators and counts can be found within this view.

 CRDC Modules:  DISC

## CRDC Class Detail by School

This view displays all course sections scheduled for the collection year and indicates if the course section is included in the CRDC.  Use the **Section Number** link to view a previous year student roster.

**Results**

CRDC Class Detail by School (20 total records **filtered***)                                            Results per page  25 ▾

| School ▾ | Course Name | Included in CRDC | Course Number | Section Number | Distance Learning | Algebra I Section | Geometry Section | Algebra II Section | Advanced Math Section | Calculus Section | Biology Section | Chemistry Section |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Bladen High | AP Environmental Science | Yes | 3A027X0VPS | 1 | Yes | No | No | No | No | No | No | No |
| Bladen High | Pre-Calculus Honors | Yes | 24035X0VPS | 1 | No | No | No | No | Yes | No | No | No |
| Bladen High | Chemistry Honors | Yes | 34205X0A | 1 | No | No | No | No | No | No | No | Yes |
| Bladen High | NC Math 1 | Yes | 21092X0B | 7 | No | Yes | No | No | No | No | No | No |
| Bladen High | NC Math 1 Honors | Yes | 21095X0A | 1 | No | Yes | No | No | No | No | No | No |
| Bladen High | NC Math 2 | Yes | 22092X0B | 1 | No | No | Yes | No | No | No | No | No |
| Bladen High | NC Math 2 | Yes | 22092X0B | 3 | No | No | Yes | No | No | No | No | No |
| Bladen High | NC Math 2 | Yes | 22092X0B | 4 | No | No | Yes | No | No | No | No | No |

Use the **Section Number** link to view a previous year student roster.

**Class Roster: Exp. 3(A) NC Math 1**

This is the previous year's class roster only.

Teacher: [          ]      Course.Section: 21092X0B.7

Detailed View: On

▾ **Filter Results By:**                                                                      Filtered By: Active Students

☑ Active ☐ Dropped ☐ Pre-Registered

Sex:                                          All ▾

Grade Level:                                  All ▾

**Results**

☑ Select All                                                                                             11 Students

| | Name ⇕ | Sex | Grade Level | Entered | Exited | Status |
|---|---|---|---|---|---|---|
| ☑ | | F | 10 | 08/17/2020 | 01/04/2021 | Active |
| ☑ | | M | 11 | 08/17/2020 | 01/04/2021 | Active |
| ☑ | | M | 10 | 08/20/2020 | 01/04/2021 | Active |
| ☑ | | M | 9 | 10/12/2020 | 01/04/2021 | Active |
| ☑ | | F | 10 | 11/09/2020 | 01/04/2021 | Active |
| ☑ | | F | 10 | 09/01/2020 | 01/04/2021 | Active |
| ☑ | | F | 11 | 08/17/2020 | 01/04/2021 | Active |
| ☑ | | M | 11 | 08/17/2020 | 01/04/2021 | Active |
| ☑ | | M | 11 | 08/17/2020 | 01/04/2021 | Active |
| ☑ | | M | 11 | 10/23/2020 | 01/04/2021 | Active |

**Use checked students to:**

Modify Current Student Selection:   Make Current Student Selection    Add to Current Student Selection